



**HAWAI'I STATE SENATE**  
**State Capitol – Honolulu, Hawai'i**

Interested in public service, working closely with elected officials and the public, and learning more about the legislative process? Excel in a fast-paced and deadline driven working environment? Consider applying for a position with the Hawai'i State Senate for the 2015 legislative session! We are currently accepting applications for the following full-time temporary (4-6 months) position beginning in December 2014 or January 2015:

**COMMITTEE CLERK:** Attention to detail and strong organizational skills to support Senate committee operations, including managing public hearing schedules, measure tracking, and review and analysis of legislative documents. Excellent communication skills for interaction with elected officials, constituents, and other legislative staff. Knowledge of Hawai'i state government operations, familiarity with Hawai'i state statutes, and prior legislative or public policy experience preferred. Bachelor's degree and proficiency in Microsoft Office programs required. **Ref#15-01**

To apply, please email cover letter (with Ref#) and resume to:  
[sclerk2@capitol.hawaii.gov](mailto:sclerk2@capitol.hawaii.gov)

Learn more about the Hawai'i State Senate at:  
[www.capitol.hawaii.gov](http://www.capitol.hawaii.gov)

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